

**DODGE COUNTY
AUDIT COMMITTEE MEETING
127 E. OAK STREET
ROOM 4A, 4TH FLOOR, ADMINISTRATION BUILDING
JUNEAU, WI 53039
November 8, 2018**

By roll call, members present: Nickel, Miller, Greshay and Bennett. Also present was Deb Weber, Administrative Assistant and Makenzie Drays, Senior Accountant.

Members absent: Wurtz

Meeting called to order at 8:00 a.m. by Chairman Nickel.

Public Comment: None

Motion by Miller, seconded by Bennett approve the minutes of October 24, 2018. Motion carried.

Old Business: Explanations/documentation given on all below.

- K&B Flooring – Install Polish Concrete – what was this for?
- Aplin, M – Human Services – File documentation needs to be rescanned into File Director
- Boeck, J – Sherriff Dept – Missing documentation in File Director
- Hundt, J – Sheriff Dept – Missing documentation in File Director

US Bank Purchase Card Review of October Department Head purchases:

- Bell, R – Director of Human Services – WI County HS Assn (1)
- Gibson, K – County Clerk – Election Systems & Software (1)
- Hinze, S – Director of Human Resources – Radisson Hotels (1)
- Hooper, J – Director of Clearview - Leadingage Mtg LS AM (1)
- Kolp, J – Director of Finance - Corporate Training Resources (1)
- Miller, A – Director of Veterans – The Waters of Minocqua (1) *Need explanation/details*
- Mueller, B – Director of Child Support – Amzn Mktp US (1)
- Planasch, C – Director of Register of Deeds – Officemax/Depot (1)
- Schmidt, D – Sheriff – Onstar (1)
- Schoebel, P – Medical Examiner – IN *Classic Plastics Corp (1)

Motion by Miller, seconded by Bennett to allow payment of Clearview vouchers Batch # 219563 in the sum of \$ 74,900.47 as shown on the accounts payable listing on file in the Finance Department. Motion carried.

Motion by Greshay, seconded by Miller to allow payment of vouchers for Employee Expenses dated 11/2/18 for \$ 5,462.43. Motion carried.

Motion by Greshay seconded by Miller to allow payment of vouchers in Batch #219472 for \$ 512.48. Motion carried.

Motion by Greshay, seconded by Miller to allow payment of vouchers in Batch #219502 for \$ 95,503.22. Motion carried.

Motion by Bennett, seconded by Greshay to allow payment of vouchers in Paid Batches #219372 & #219496 for \$ 9,990.42. Motion carried.

The next regular meeting of the Audit Committee is scheduled for November 29, 2018 at 8:00 a.m. in Room 4A.

Motion by Bennett, seconded by Miller to adjourn. Motion carried. Meeting adjourned at 8:32 a.m.

Respectfully submitted,

Secretary

Richard Bennett

Disclaimer: The above minutes may be approved, amended or corrected at the next committee meeting.